

Board Roles and Responsibilities

(Adapted from the National Council of Nonprofits)

Board members are the fiduciaries who steer the organization towards a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as by making sure the nonprofit has adequate resources to advance its mission.

A board member has two primary fiduciary duties (1) duty of care (through engaged participation, making judicious decisions in good faith, based on full information, and the exercise of due diligence); (2) duty of loyalty (placing the good of the organization and its membership above self-interest).

Roles and Responsibilities:

1. Hire and set the compensation of the CEO/executive director to run the day-to-day management activities of the organization.
2. Provide foresight, oversight, and insight to the paid staff.
3. Serve on special committees as needed to help provide guidance and direction to the organization.
4. Take care of the nonprofit by ensuring prudent use of all assets, including facility, people, and good will; and provide oversight for all activities that advance the nonprofit's effectiveness and sustainability.
5. Make decisions in the best interest of the nonprofit organization; not in his or her self-interest.
6. Bringing issues and concerns requiring discussion or action to the attention of the board in a constructive manner.
7. Ensure that the nonprofit obeys applicable laws and acts in accordance with ethical practices; that the nonprofit adheres to its stated corporate purposes, and that its activities advance its mission.
8. Serve as advocates and champions for the organization to members, donors, and the wider public.
9. Serve as conduits for feedback from members.
10. Assist, when possible, with fundraising efforts, including the commitment to make an individual meaningful gift to the organization each year.
11. Participate in the creation and implementation of any board resolutions.
12. Attend three board meetings a year; one in the spring and two at the annual conference.